

SEARCH: Alaskan Exposure Placements

Department of Health and Social Services – Program 30

I. PROGRAM OBJECTIVES

The objective of this program is to increase the recruitment and retention of health care professionals in federally designated health professional shortage areas (HPSAs) and medically under served areas (MUAs) by expanding the number and quality of community-based clinical experiences available to students interested in primary care health [professions] **professions**.

II. PROGRAM PROCEDURES

The Division of Public Health awards grants to community and nonprofit corporations to assist in providing clinical training placements in federally designated under served areas of the state for primary care health [professions] **professions**’ students. The grantee submits applications which detail all sources of revenue, specification of funds available from other sources for placements, [Procedures] **procedures** for placing students, projected number of placements, and projected costs.

III. COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES

A. TYPES OF SERVICES ALLOWED OR DISALLOWED

Compliance Requirement

Grant funds are to be [utilized] **used** to support clinical training placements in under served areas of the state for primary care health [professions] **professions**’ students. The funds may be [utilized] **used** according to specifications stated in the Notice of Grant Award, budget and program specifications.

Suggested Audit Procedures

- Review:
 1. Contract or final Notification of Grant Award (NGA) including all conditions;
 2. Grant/contract revisions and related transmittal letters;
 3. Licenses, certifications, approvals, status of private nonprofit corporation if applicable; and
 4. Budget documents including final revised budget and budget narrative;
- Test financial and related records; and

- Determine that funds expended were for purposes specified in the grant/contract.

Compliance Requirement

Costs allowed or disallowed under this program are determined by grant regulations 7 AAC 78 as well as contract or budget document and special conditions.

Suggested Audit Procedures

- Review Department of Health and Social Services' grant regulations 7 AAC 78 and budget documents;
- Test financial and related records to determine the appropriateness of costs per 7 AAC 78.030; and
- Determine whether expenditures are within the budget limits prescribed by 7 AAC 78.260(e)(1).

B. ELIGIBILITY

Compliance Requirement

The agency must be a nonprofit or a political subdivision meeting the requirements of 7 AAC 78.030.

Suggested Audit Procedure

- Review articles of incorporation or other appropriate documentation, licenses, certifications and approvals to determine status of agency.

C. MATCHING, LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

Compliance Requirement

Matching, level of effort and/or earmarking requirements are specified in the Notification of Grant Awards to each grantee.

D. REPORTING REQUIREMENTS

Compliance Requirement

The agency must submit quarterly activity and expenditure reports no later than thirty days after the close of each quarter.

Suggested Audit Procedures

- Confirm if such reports are being filed timely;
- That reported revenues and expenditures agree with the agency's general ledger; and
- That expenditures are within the budget limits or contract provisions.

Compliance Requirement

Agency audited financial statements must present a statement of revenue and expenditures for each state grant/contract. Such statements must show, for each state fiscal year grant, the final approved budget by line item category, actual revenues and expenditures and variance between budgeted and actual revenues and expenditures. Disallowed or questioned costs must be clearly disclosed.

Suggested Audit Procedure

- Review audited financial statements for compliance with above.

Compliance Requirement

The agency must clearly show on its audited financial statement any outstanding liability to the state as payable to the state. This includes unexpended grant funds or disallowed costs.

Suggested Audit Procedures

- Determine whether or not the agency has any outstanding liability to the state; and
- Review audited financial statements to ensure proper presentation.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

The agency must act upon any recommendations made by program site review.

Suggested Audit Procedures

- Obtain copy of program site review; and
- Determine if recommendations in the site review are being implemented.

Modified 05/02